

Item # 3-3

CARSON CITY, NEVADA REQUEST FOR BOARD ACTION

Date Submitted: December 26, 2006

Agenda Date Requested: January 4, 2007
Time Requested: Consent Agenda

To: Mayor and Supervisors

From: Public Works - Contracts Division

Subject Title: Action to accept Public Works recommendation on the "**Ronald D. Wilson Memorial Park-Phase II Project**", Contract#-2006-025, and authorize the Carson City Parks and Recreation Department to issue payments to Jeff Codega Planning/Design, Inc., 433 West Plumb Lane, Reno, Nevada, 89509, for an Amendment No. 1 amount of \$6,200.00 and a contingency amount of \$3,406.00 as provided for in Fiscal Year 2006/2007 from the Residential Tax Construction Ronald D. Wilson.

Staff Summary: During the design process for the Ronald D. Wilson Park, there has been identified a potential project savings of \$60,000 to \$70,000 by reducing the amount of imported fill material throughout the entire project site. This reduction in imported fill material can be accomplished without significantly affecting the integrity of the recently adopted park's master plan design concepts while still providing adequate drainage across the site. This potential savings to the project's construction budget can be accomplished by revising the Phase 1 rough grading plan which was developed in-conjunction with a previous landscape grading and design theme.

Type of Action Requested: (Check One)

- | | |
|--|--|
| ☐ Resolution | ☐ Ordinance |
| ☒ Formal Action/motion | ☐ Other (Specify) |

Does this Action Require a Business Impact Statement: ☐ Yes ☒ No

Recommended Board Action: I move to accept Public Works recommendation on the "**Ronald D. Wilson Memorial Park-Phase II Project**", Contract#-2006-025, and authorize the Carson City Parks and Recreation Department to issue payments to Jeff Codega Planning/Design, Inc., 433 West Plumb Lane, Reno, Nevada, 89509, for an Amendment No. 1 amount of \$6,200.00 and a contingency amount of \$3,406.00 as provided for in Fiscal Year 2006/2007 from the Residential Tax Construction Ronald D. Wilson..

Explanation for Recommended Board Action: This is a professional services contract. This consultant was selected using the guidelines of NRS as indicated below. Although not required by law, a Statement Of Qualification process was used to select this consultant.

Applicable Statute, Code, Policy, Rule or Regulation:

Architects, Engineers and Surveyors are considered professional services contracts pursuant to the requirements of N.R.S., Chapters 332 and 625, therefore, a formal bidding process is not required.

Fiscal Impact: Not to exceed a total contract amount of \$50,000.00.

Explanation of Impact: If approved the referenced account(s) could be decreased by \$9,606.00.

Funding Source: Residential Tax Construction Ronald D. Wilson as Provided for in FY 2006/2007.

Prior BOS Approval: Original Agreement approved on August 3, 2006 for \$40,394.00.

Alternatives: Provide Other Direction Pursuant to Board Action.

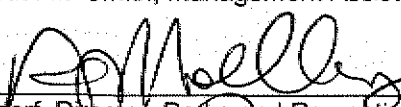
Supporting Material: Amendment No. 1 & Proposal from Consultant

**CARSON CITY, NEVADA
REQUEST FOR BOARD ACTION**

Alternatives: Provide Other Direction Pursuant to Board Action.

Supporting Material: Amendment No. 1 & Proposal from Consultant

Prepared by: Juanita Smith, Management Assistant I

Reviewed By: 
Roger Moellendorf, Director, Parks and Recreation

Date: 12/22/06

Reviewed By: (C/M) 

Date: 12/26/06

Reviewed By: (Finance Dir) 

Date: 12/26/06

Reviewed By: (DA) 

Date: 12/26/06

Reviewed By: (Public Works) 

Date: 12/22/06

BOARD ACTION:

Motion _____

1: _____

(Aye) : (Nay)

2: _____

(Vote Recorded By)

AMENDMENT NO. 1

Contract No. 2006-025

THIS AMENDMENT is made and entered into this 4th day of January, 2007, by and between the City and County of Carson City, of the State of Nevada, hereinafter referred to as the "CITY", and **Jeff Codega Planning/Design, Inc., 433 West Plumb Lane, Reno, Nevada, 89509**, hereinafter referred to as the "**CONSULTANT**", and is made to amend the existing contract known as "**CONTRACT #2006-025**", and titled "**Ronald D. Wilson Memorial Park - Phase II Project**"

WITNESSETH:

WHEREAS, the City desires to amend the original contract to include that which is contained herein; and

WHEREAS, said amendment is at the City/Consultants request, and that significant benefit will be derived by the City from such adjustments; it is

NOW, THEREFORE, mutually agreed by both parties to Amend the original contract to address:

1 SCOPE OF WORK

1.1 See attached proposal from **CONSULTANT** dated December 19, 2006 and addressed to Vern Krahn.

2 TIME OF COMPLETION:

2.1 **CONSULTANT** shall complete the Scope of Work on or before June 30, 2008, however, this contract continues as long as funding exists to continue. The contract may be terminated after this date by either party giving five (5) days written notice to terminate the contract.

2.2 Section 2.3. is Deleted from the original agreement.

3 COMPENSATION:

3.1 **CITY** shall pay **CONSULTANT** compensation based upon time and materials not to exceed a maximum amount of \$9,606.00 for this Amendment No. 1. The Original Agreement was issued for \$40,394.00, with the inclusion of this amendment the revised contract sum is \$50,000.00.

IT IS ALSO AGREED, that all unaffected conditions, requirements and restrictions of the Original Contract document remain in full force and effect for the duration of the Contract term.

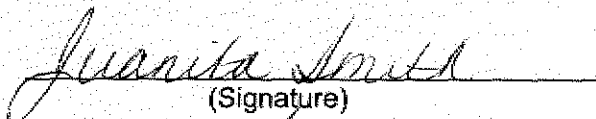
AMENDMENT NO. 1

Contract No. 2006-025

4 ACKNOWLEDGMENT AND EXECUTION:

CITY'S CONTRACTING AGENT

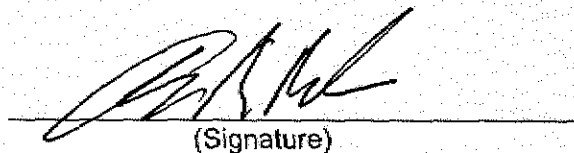
BY: Juanita Smith, Management Assistant I
CARSON CITY Public Works
CONTRACTS DIVISION
3505 Butti Way
Carson City, Nevada 89701
Telephone: 775-887-2355 X1100


(Signature)

DATED this 27th day of December, 2006.

CITY'S DEPARTMENT

BY: Andrew Burnham, Director
Carson City Public Works
Address: 3505 Butti Way
Carson City, NV 89701
Telephone: 775-887-2355 x1001


(Signature)

DATED this 22 day of December 2006.

CONSULTANT/CONTRACTOR

BY: Jeffrey A. Codega

Title: President, CEO

Firm: Jeff Codega Planning/Design, Inc.

Address: 433 West Plumb Lane

City/State: Reno, Nevada

& Zip Code: 89509

Telephone: (775) 322-5100.


(Signature)

DATED this 4th day of December, 2006.

I certify that the funds are available for this project.

FUNDING SOURCE: 350-5000-452-7140

BUDGET ALLOCATION: \$9,606.00

By: Roger Moellendorf, Parks and Recreation
Director


(Signature)

CITY CONTACT PERSON

NAME: Vern Krahn, Park Planner

PHONE: (775) 887-2363 x1006

AMENDMENT NO. 1

Contract No. 2006-025

CONTRACT ACCEPTANCE AND EXECUTION:

- 1.2 The Board of Supervisors for Carson City, Nevada, at their publicly noticed meeting of January 4, 2007, approved the acceptance of the attached contract amendment hereinbefore identified as **Contract No. 2006-025** and titled "**Ronald D Wilson Memorial Park - Phase II Project.**" Further, the Board of Supervisors authorizes the Mayor of Carson City, Nevada, to set his hand to this document and record his signature for the execution of this contract amendment in accordance with the action taken.

CARSON CITY, NEVADA

MARV TEIXEIRA, MAYOR

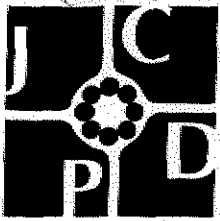
DATED this 4th day of January, 2007.

ATTEST:

ALAN GLOVER, CLERK-RECORDER

DATED this 4th day of January, 2007.

*** END OF DOCUMENT ***



JEFF CODEGA
PLANNING/DESIGN, INC.

engineers • landscape architects • planners • land surveyors • construction services

1406.0021

December 19, 2006

Mr. Vern L. Krahn
Carson City Parks and Recreation Department
3303 Butti Way, Building 9
Carson City, NV 89701

**Re: Change Order Request – Ronald D. Wilson Memorial Park
(Carson City Contract # -2006-025)**

Dear Vern:

On November 6th, 2006 a meeting of the Ronald D. Wilson Memorial Park oversight committee was held at the Parks and Recreation Department Administration office. A preliminary cost estimate with grading calculations completed by our office had identified a large expense for imported fill material which could potentially take the project over its construction budget. It was decided at the meeting that the grading plan, as previously prepared by the Carson City Public Works Department, should be revised to reduce the amount of fill material with a potential project savings of \$60,000 – \$70,000. Our firm has the contract to complete the improvement plans for the park, and we were asked by the oversight committee to prepare a change order request to revise the grading plan. Our cost to revise the plans for re-grading the site will be \$6,200.

If you have any questions on this issue please feel free to give me a call. Thank you for your consideration.

Sincerely,

Rich Shock, NV RLA #101
Sr. Landscape Architect

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